

DEPARTMENT OF DEVELOPMENTAL SERVICES
LICENSURE AND CERTIFICATION
Mid-Cycle Review Final Report

Summary of Ratings

Organizational Areas Needing Improvement on Standards not met:

Indicator #	L48
Indicator	HRC
Area Need Improvement	The Human Rights Committee did not meet the mandates for membership composition and attendance. The agency needs to pursue obtaining a licensed clinician, and a paralegal, law student or alternative attorney for the committee.
Status at mid-cycle	The agency Human Rights Committee (HRC) has met once during the one-year period covered in this Mid-Cycle review. The HRC membership does not yet include at least 3 individuals receiving supports, and/or parents/ guardians/ advocates, and does not yet include a psychologist or master's level practitioner with expertise in intellectual disability and developmental disabilities, mental illness, or applied behavioral analysis. The agency needs to ensure that HRC composition is met and maintained and that a clearly defined HRC membership list is developed. The agency also needs to ensure that the HRC completes an annual review of agency Human Rights training material and processes. Additionally, the agency needs to ensure that HRC location site visits occur in accordance with HRC by-law definitions. HRC meeting minutes should clearly reflect the meeting date that annual reviews and site visits have occurred, including notation of what materials, curricula and policies have been reviewed.
#met /# rated at mid-cycle	0/1
Rating	NOT MET

Indicator #	L65
Indicator	Restraint report submit

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Area Need Improvement	One of three restraint reports did not meet submission timeline requirements. The agency needs to ensure timeline submission of all restraint report in HCSIS.
Status at mid-cycle	During the period covered in this Mid-Cycle review, the agency reported that they did not have any restraint occurrences. HCSIS restraint reporting yielded the same results. The agency is utilizing a Crisis Prevention and Intervention (CPI) curriculum which focuses on Positive Behavioral Supports and verbal de-escalation strategies. The agency does not intend to utilize physical restraint management for any individuals served.
#met /# rated at mid-cycle	
Rating	NOT RATED

Residential and Individual Home Supports Areas Needing Improvement on Standards not met:

Indicator #	L5
Indicator	Safety Plan
Area Need Improvement	At one of three locations (IHS), the Safety Plan was missing the DDS area office approval on the provider assurance form. The agency needs to ensure all Safety Plans are approved by the DDS area office.
Status at mid-cycle	At three of three locations, approved Safety Plans were in place. Each Safety Plan accurately described location emergency procedures and support staff at all three locations were fully trained in the content of each Safety Plan.
#met /# rated at mid-cycle	3/3
Rating	MET

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Indicator #	L7
Indicator	Fire Drills
Area Need Improvement	At the two locations, fire drills were not conducted in line with required standards. The agency needs to conduct fire drills in accordance with DDS standards and the expectations in the Safety Plans.
Status at mid-cycle	At two of two locations, fire drills were conducted as required, in accordance with DDS standards and expectations set forth in location Safety Plans.
#met /# rated at mid-cycle	2/2
Rating	MET

Indicator #	L8
Indicator	Emergency Fact Sheets
Area Need Improvement	The emergency fact sheets (EFS) for five of seven people was missing required information. The agency needs to ensure that emergency fact sheets are current and inclusive of all required information.
Status at mid-cycle	The Emergency Fact Sheets (EFS) for five of seven individuals were missing required information. The agency needs to ensure that Emergency Fact Sheets are current and inclusive of all required information.
#met /# rated at mid-cycle	2/7
Rating	NOT MET

Indicator #	L9 (07/21)
Indicator	Safe use of equipment
Area Need Improvement	For three of seven individuals, information in assessments were not an accurate reflection of people's skills. The agency needs to ensure information in assessments are reflective of people's skills and abilities.

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Status at mid-cycle	For seven of seven individuals, information in assessments was an accurate reflection of people's skills.
#met /# rated at mid-cycle	7/7
Rating	MET

Indicator #	L12
Indicator	Smoke detectors
Area Need Improvement	At one of two locations, elements of the fire system were not functioning properly. The agency needs to ensure that fire detection systems including interconnected alarms are always operational. (Corrected).
Status at mid-cycle	Two of two locations had smoke detectors and carbon monoxide detectors in all required locations. All elements of these fire alarm systems were found to be complete and operational.
#met /# rated at mid-cycle	2/2
Rating	MET

Indicator #	L22
Indicator	Well-maintained appliances
Area Need Improvement	At one home, an appliance was not fully functional. The agency needs to ensure that appliances are properly maintained at all sites.
Status at mid-cycle	At two of two locations, all appliances and equipment were found to be operational and properly maintained.
#met /# rated at mid-cycle	2/2
Rating	MET

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Indicator #	L24
Indicator	Locked door access
Area Need Improvement	At one of two locations, keys to people's bedrooms were not easily accessible. Staff must ensure that bedroom keys are always easily accessible.
Status at mid-cycle	At one location, all bedrooms provided access to an egress and bedroom door locks were absent as required. At the second location, two bedrooms provided access to an egress, with bedroom door locks absent as required. The other seven bedrooms at this location had door locks to which staff had access to a key in case of emergency.
#met /# rated at mid-cycle	2/2
Rating	MET

Indicator #	L35
Indicator	Preventive screenings
Area Need Improvement	For three of seven individuals, routine and preventative screenings were not well supported. The agency should follow the DDS Annual Health Screening Checklist in consultation with Physicians to ensure that individuals receive the required health screenings.
Status at mid-cycle	For four of seven individuals, routine and preventative screenings were not fully supported. The agency should follow the DDS Health Screening Tools in consultation with Physicians to ensure that individuals receive the required health screenings, relative to their age, sex and diagnoses.
#met /# rated at mid-cycle	3/7
Rating	NOT MET

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Indicator #	L38
Indicator	Physician's orders
Area Need Improvement	For one of three individuals, a medical treatment protocol was not in place for a condition that warranted one. The agency needs to ensure that medical protocols are developed and in place when warranted, and that all staff are trained on the implementation.
Status at mid-cycle	For five of five individuals who had health care conditions that required a medical protocol to be in place, the agency had developed clear written protocols. In all five instances, the agency had ensured that all staff were trained in that content. Implementation of medical protocols was occurring as prescribed.
#met /# rated at mid-cycle	5/5
Rating	MET

Indicator #	L39
Indicator	Dietary requirements
Area Need Improvement	Dietary and dining protocols were not in place for two individuals for whom they were Physician ordered. The agency needs to ensure that dietary and dining protocols are developed when warranted and staff are trained on the implementation.
Status at mid-cycle	For two of two individuals who had specialized dietary requirements to be followed, the agency had ensured that support staff had been trained in the implementation of these medically authorized instructions.
#met /# rated at mid-cycle	2/2
Rating	MET

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Indicator #	L43
Indicator	Health Care Record
Area Need Improvement	For six of seven individuals, health care records were not updated and inclusive of all required information. The agency needs to ensure that HCRs are updated annually at the time of the ISP, and within 30 days of any new diagnosis or significant health changes.
Status at mid-cycle	For six out of seven individuals, Health Care Records (HCRs) were not updated to include all current information. The agency must ensure that the HCRs are current, accurate and updated as required; at least annually in advance of each person's ISP meeting, and within 30 days of significant changes. Significant changes include new diagnoses (including a Covid positive diagnosis), surgery, hospitalization, and immunizations.
#met /# rated at mid-cycle	1/7
Rating	NOT MET

Indicator #	L53
Indicator	Visitation
Area Need Improvement	For six of seven individuals, an agency policy imposed blanket restrictions on visitation for individuals it supports. The agency needs to eschew blanket restriction that infringe on the rights of individuals it supports.
Status at mid-cycle	Seven of seven individuals had free access to visit with family and friends.
#met /# rated at mid-cycle	7/7
Rating	MET

Indicator #	L67
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Indicator	Money mgmt. plan
Area Need Improvement	For all six individuals, money management plans were either not developed or were missing required components and agreement from the guardian. The agency must develop money management plans for individuals for whom it has joint money management responsibilities and seek guardian approval for the plans.
Status at mid-cycle	For six of seven individuals, money management plans were missing required components, including but not limited to; an outline of an amount of money that can be held by an individual and the maximum amount of funds which should be held at a residential location. Several plans were lacking written agreement from the individual's guardian. The agency must develop money management plans which include all required components for individuals for whom it has joint money management responsibilities and seek guardian approval for these plans.
#met /# rated at mid-cycle	1/7
Rating	NOT MET

Indicator #	L77
Indicator	Unique needs training
Area Need Improvement	Staff were not trained on two of seven individual's unique needs. The agency must ensure that staff are trained to support individuals' unique needs.
Status at mid-cycle	For seven of seven individuals, support staff were trained in each individual's unique needs.
#met /# rated at mid-cycle	7/7
Rating	MET

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Indicator #	L84
Indicator	Health protect. Training
Area Need Improvement	For one of three individuals, staff were trained on the use, care, maintenance, and cleaning of supports and health-related devices. The agency must ensure that staff are trained on the use, care, maintenance and cleaning of individual's supports and health-related devices.
Status at mid-cycle	For two of four individuals where health related supportive devices were present, comprehensive staff training had not yet occurred. In one instance, staff training had not occurred at all, and in the second instance training wasn't fully completed with regard to details related to the correct utilization and maintenance the prescribed device. The agency needs to ensure that staff training occurs and is inclusive of all required components; the use, care, maintenance and cleaning of each individual's supports and health-related devices.
#met /# rated at mid-cycle	2/4
Rating	NOT MET

Indicator #	L85
Indicator	Supervision
Area Need Improvement	At two of three locations, oversight, staff supervision and staff development were not occurring on a consistent and ongoing basis. The agency needs to enhance its oversight and ensure that staff supervision and staff development occurs on a consistent and ongoing basis.
Status at mid-cycle	At two of three locations, oversight, staff supervision and staff development were not occurring on a consistent and ongoing basis. The agency needs to enhance its oversight and ensure that staff supervision and staff development occurs on a consistent and ongoing basis.
#met /# rated at mid-cycle	1/3

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Rating	NOT MET
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Indicator #	L86
Indicator	Required assessments
Area Need Improvement	For three individuals, required assessments for the ISP were developed and submitted beyond the due date. The agency needs to ensure required assessments are developed and submitted within the required timeframe per DDS regulations.
Status at mid-cycle	For six of seven individuals, required assessments for the ISP were developed and submitted beyond the due date. The agency needs to ensure required assessments are developed and submitted within the required timeframe per DDS regulations.
#met /# rated at mid-cycle	1/7
Rating	NOT MET

Indicator #	L87
Indicator	Support strategies
Area Need Improvement	For two of three individuals, support strategies for the ISP were submitted beyond the due date. The agency needs to ensure that support strategies for the are submitted within the required timeframe per DDS regulations.
Status at mid-cycle	For six of seven individuals, support strategies for the ISP were submitted beyond the due date. The agency needs to ensure that support strategies for the ISP are submitted within the required timeframe per DDS regulations.
#met /# rated at mid-cycle	1/7
Rating	NOT MET

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Indicator #	L88
Indicator	Strategies implemented
Area Need Improvement	For three of seven individuals, goals identified in the ISP were not being implemented as agreed by the ISP team. The agency needs that individual's goals are implemented as outlined in the ISP.
Status at mid-cycle	For three of seven individuals, goals agreed upon in the ISP were not properly and consistently implemented. The agency must ensure that implementation of these goals and objectives is consistent as written in the ISP, and that data collection is occurring in a clear, measurable and ongoing manner.
#met /# rated at mid-cycle	4/7
Rating	NOT MET

Indicator #	L91
Indicator	Incident management
Area Need Improvement	At one of three locations, incident reporting in HCSIS did not meet required timelines for submission. The agency needs to ensure all incidents are submitted within the incident reporting timelines in HCSIS.
Status at mid-cycle	At two of three locations, incidents were submitted and/or finalized beyond the required timelines. The agency needs to ensure that all incidents are submitted and finalized within the required timeframe.
#met /# rated at mid-cycle	1/3
Rating	NOT MET